

Baraboo Community Development Authority
Minutes of the Executive Committee
Tuesday February 4, 2020

Chairperson Wastlund called the meeting to order at 6:30 P.M. in the Community Room, Corson Square Apartments, 920 Tenth St., Baraboo, WI 53913

1. Roll Call

Present:	Wastlund, Fordham, Koehler
Absent:	None
Other CDA Board Members:	Bobholz, Kierzek
Staff:	Patrick Cannon

2. Note of Compliance with Open Meeting Laws

The Chair noted that the agenda was posted in compliance with the Wisconsin State Statutes.

3. Approval of Agenda

A motion was made to approve the Agenda as presented
Fordham (1); Koehler (2)
Aye: All via voice vote

4. Approval of Minutes – December 3, 2019

A motion was made to approve the Minutes as presented
Koehler (1); Fordham (2)
Aye: All via voice vote
Nay: None

5. Public Comment

No one from the public wished to speak.

6. Old Business

None

7. New Business

A. Consideration and discussion of proposed contract for a Physical Needs Assessment for both CDA Facilities.

Staff noted that the HUD requires that the assessment be completed every five years. The last one completed for the facilities was seven years ago.

MSA Professional Services had completed the past two inspections. Therefore, staff felt that it would be to our advantage to continue to utilize their services. This would save both time in completing the process as well as utilizing their knowledge base.

After careful review and discussion, the Committee moved to recommend to the full CDA the approval of the Physical Needs Assessment to be completed by MSA Professional Services for \$6,400.00.

Motion:

To recommend to the full CDA the approval of the Physical Needs Assessment to be completed by MSA Professional Services for \$6,400.00.

Fordham (1); Wastlund (2)

Aye: Fordham, Koehler via voice vote

Nay: None

Abstain: Wastlund

B. Consideration and discussion of proposed changes to the Pet Policy.

At the request of the CDA Board, staff has reviewed the Pet Policy and recommended several adjustments. The Committee discussed the proposed changes.

However, due to the limited time available for discussion of the item, no formal action was taken.

8. Board Member Comments

No member wished to make a comment at this time

9. Adjournment

A motion was made to adjourn the meeting at 7:03 P.M.

Fordham (1); Koehler (2)

Aye: All via voice vote

Approved by Executive Committee on:

Carolyn Wastlund, Chair

Patrick Cannon, Recorder